

Vacancy Details

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VIEW ELIGIBILITY QUESTIONS

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Vacancy Questions Preview

Grade: 14

Specialized experience is defined as supervising or leading a group of employees performing the development and execution of marketing strategic plans, campaigns, and business systems development. Such experience must include:

- Consulting and advising on marketing and targeting approaches;
- Objective setting and strategy development;
- Digital marketing and engagement;
- Evaluating systems and business processes in order to identify best practices and make recommendations;
- Applying analytical and evaluative methods to measure program performance; and
- Directing budget analysis.

* 1 | Do you have one year of specialized experience that is equivalent to at least the GS-13 grade level in the Federal service as stated above?

Yes

No

* 2 | Please check the statement that applies to you, relating to time-in-grade requirements for the GS-14 level.

- I have held a position in the General Schedule at a grade equal to or higher than a GS-13 for at least one full year (or will have within 30 days from the closing date of this announcement.)
- I am in a pay plan other than the General Schedule (for instance the Wage Grade, or a pay banding system).
- I have not held a permanent position in the federal General Schedule in the past 52 weeks.
- I am applying under a special hiring authority (for instance, Peace Corps, veterans hiring programs, disability employment).
- None of the above apply to me (You will not be considered for this position at this grade).

* 3 | Select the one answer that best reflects your experience. To what extent have you managed/supervised a team of marketing professionals? This would include hiring, training, disciplining, counseling, awarding, prioritizing, motivating, and administering in accordance with personnel rules and regulations; planning, leading and organizing. Leadership would include leading subordinates, team leads, internal and external staff.

- None.
- Very little exposure.
- Knowledgeable but not proficient, lacking extensive experience.
- Very knowledgeable and I have extensive experience which I am prepared to discuss in detail at an interview.

* 4 | I have performed the following leadership functions in work unit or team assignments:

- Set standards, expectations, and deadlines
- Developed, updated, and executed portions of operating budgets
- Planned the work to be assigned to employees

Established work schedules and worksite assignments

Assigned tasks and responsibilities to employees

Reviewed completed work for technical adequacy and timeliness

Followed up with employees to assure timeliness in meeting milestones

Resolved conflicts, differences, or problems

Coached and mentored employees to achieve desired results

Reported progress to senior management

Implemented work completed

Evaluated the effectiveness of completed assignments or projects

None of the above.

* 5 | I have experience taking a diverse group of individuals and melding them into a team.

None.

I have very little knowledge and experience taking a diverse group of individuals and melding them into a team.

I am knowledgeable and have experience taking a diverse group of individuals and melding them into a team.

I am very knowledgeable and have extensive experience taking a diverse group of individuals and melding them into a team which I am prepared to discuss in detail at an interview.

* 6 | Select the one answer that the best describes your experience. In a supervisory, managerial, team leader, or leadership capacity, to what extent have you mediated or negotiated complex personnel issues, problems, or conflicts while working with a professional level staff?

None

Very little exposure

Knowledgeable but not proficient, lacking extensive experience.

I am knowledgeable and have performed this function on a regular and recurring basis.

I am very knowledgeable and have extensive experience which I am prepared to discuss in detail at an interview.

* 7 | Select the one choice that describes your experience in resolving conflicts, negotiating and gaining cooperation from diverse groups as it relates to real property projects.

I have extensive experience providing technical guidance and direction to others on performing this task as one of the major duties of a position or positions I have held.

I have extensive experience performing this task frequently as one of the regular duties of a position or positions I have held. I perform this task independently, with minimal supervision and technical guidance; only in unique or unusual circumstances do I require guidance and direction

I have experience performing this task frequently as one of the regular duties of a position or positions I have held. I perform this task with technical guidance and assistance from a senior specialist or supervisor.

I have experience performing this task, but it was not a regular part of my duties so my exposure is limited.

None of the above

* 8 | From the following, please identify the business development competencies in which you have extensive experience:

- Conducting market research and analysis
- Developing customer outreach strategies and tactics based on research
- Execution of customer outreach strategies and tactics
- Analyzing the effectiveness of implemented customer outreach strategies
- Making recommendations for changes to customer outreach strategies
- None of the above

* 9 | I perform the following marketing communications activities on a regular basis:

- Identifying requirements for integrated marketing communications.
- Identifying requirements for promotional marketing support.
- Negotiating support from internal or external sources for integrated marketing communications.
- Negotiating support from internal or external sources for promotional marketing support activities.
- Analyzing market research and analysis.
- Making recommendations to support marketing business strategy resulting from market research and analysis.
- None of the above

* 10 | Which of the following best describes your experience providing technical advice and guidance to others on business process engineering as it relates to the use of marketing automation systems and business intelligence tools to align to the marketing strategies and goals of an organization:

- I have extensive experience providing technical advice and guidance to others on business process engineering as it relates to the use of marketing automation systems and business intelligence tools. I perform this task regularly as one of the major duties of a position or positions I have held. I have trained others in performing this task.
- I have frequent experience providing technical advice and guidance to others on business process engineering as it relates to the use of marketing automation systems and business intelligence tools. I perform this task independently with minimal supervision and technical guidance and only in unique or unusual circumstances do I require guidance and direction.
- I have experience providing technical advice and guidance to others on business process engineering as it relates to the use of marketing automation systems and business intelligence tools. I perform this task with technical guidance and assistance from a senior specialist or supervisor.
- I have experience performing this task, but it was not a regular part of my duties, so my exposure is limited.
- I have not performed this task.

* 11 | I have experience independently applying my knowledge of the following areas in order to advise on their application to business management processes:

- Emerging technologies.
- Concept trends.
- Capabilities in marketing principles.

Marketing automation platforms.

Customer relationship management systems and platforms (CRMs).

None of the above

* 12 Please select the response that best describes your experience developing and applying new approaches for the improvement of marketing automation, business intelligence applications, CRM and data management/hygiene:

I am highly skilled at developing and applying new approaches for the improvement of marketing automation, business intelligence applications, CRM and data management/hygiene and have performed this task as one of the major duties of a position or positions I have held. I have trained others in performing this task.

I have independently developed and applied new approaches for the improvement of marketing automation, business intelligence applications, CRM and data management/hygiene. I have performed this task frequently as one of the regular duties of a position or positions I have held.

I have developed and applied new approaches for the improvement of marketing automation, business intelligence applications, CRM and data management/hygiene. I perform this task with technical guidance and assistance from a senior specialist or supervisor.

I have experience performing this task, but it was not a regular part of my duties, so my exposure is limited.

I have not performed this task.

* 13 Please select the response which best reflects your level of experience monitoring and analyzing the application and efficacy of performance measures to ensure organizational goals are being met.

I have not had education or training in performing this task.

I have had education or training in this task but have not yet performed it on the job.

I have performed similar or directly related tasks and my experience or training have equipped me to evaluate the application and efficacy of performance measures to ensure goals are being met.

I have performed this task as a regular part of my experience evaluating performance measures to ensure that organizational goals are being met.

I am highly skilled at monitoring and analyzing the application and efficacy of performance measures to ensure organizational goals are being met.

* 14 Please select the response(s) that describe your experience communicating orally:

Communicated technical information to internal audiences within the organization i.e. co-workers, peers, non-management staff members.

Communicated information to external audiences outside of the organization i.e. customers, external management officials, contractors, vendors.

Conducted training sessions for varied audiences with different levels of expertise in the subject area.

Conducted comprehensive briefings and presentations to management officials on sensitive issues or topics.

Conducted staff meetings or meetings on program areas; reported information at group meetings; explained program procedures and practices.

Briefed top management within the organization on a proposal, a program, or to defend a position.

Served as the main liaison with other departments or organizations.

Led or facilitated meetings/discussions to discuss projects or programs.

Interviewed or conferred with others to obtain or verifv information.

Negotiated requirements or recommendations with stakeholders.

None of the above.

* 15 | Select the choices below that describe your experience providing quality customer service:

Routinely communicated with customers to provide timely and complete information.

Shared customer feedback with team members to improve customer service.

Developed initiatives to improve customer service

Regularly received recognition from customers for providing high quality customer service.

Worked collaboratively with customers to trouble shoot project issues.

Developed problem solving strategies for customers that had broad application.

None of the above.

* 16 | Select the one answer that best reflects your experience. To what extent have you prepared written briefings on sensitive, complex, high visibility procurement issues having a government-wide or far reaching impact?

None

Very little exposure

I have performed this task or used this competency as a regular part of jobs that I have held.

I have performed this task or used this competency numerous times and am highly proficient at applying it to work situations.

* 17 | Select the one answer that best reflects your experience. To what extent have you mediated or negotiated complex, high risk, high visibility acquisition-related or other issues, problems, or conflicts with internal and external stakeholders, including senior level government and/or private sector executives?

None

Very little exposure

Knowledgeable but not proficient, lacking extensive experience.

In an non-acquisition environment, I am very knowledgeable and have extensive experience which I am prepared to discuss in detail at an interview.

In an acquisition environment, I am very knowledgeable and have extensive experience which I am prepared to discuss at an interview.

Grade: All Grades

PLEASE NOTE: The system has a navigation bar at the top of the each screen. Proceed through each step, providing any required information and documents until you reach the "Application Review" screen. To submit your application, you must select the "Submit Application" button at the bottom of the page or your application will be considered incomplete and you will not be considered for this vacancy. You may return to your application to make any changes or edits at any time prior to midnight Eastern Time of the closing or deadline of the announcement. If you make any changes to your application, be sure to navigate back through the steps and select the "Submit" button on the "Application Review" screen. Once you submit your application, you will be forwarded to the "Confirmation Page" where you can download all or part of your application, return to USAJOBS or GSA's dashboard.

Please Note: Effective January 1, 2010, the Office of Personnel Management (OPM) must authorize any employment offers we make to current or former (within the last 5 years) political Schedule A, Schedule C or Non-Career SES (Political) employees in the Executive Branch. So, if you are currently, or have been within the last 5 years, a political Schedule A, Schedule C or Non-Career SES employee in the Executive Branch, you must disclose this information to the Human Resources Office. Failure to disclose this information could result in disciplinary action including removal from Federal Service.

*

1

Are you currently, or have you been within the last 5 years, a **political** Schedule A, Schedule C or Non-Career SES employee in the Executive Branch?

Yes

*

1.1

Please provide the following information regarding your most recent political appointment: 1. Position Title 2. Type of Appointment (i.e., Schedule A, Schedule C, or Non Career SES) 3. Agency 4. Dates held (beginning and ending dates) (Maximum length of 1000 characters.)

No

*

2

If you are eligible based on being a current or former Land Management employee, select the Land Management agency for which you are/were employed:

Forest Service

Bureau of Land Management

National Park Service

Fish and Wildlife Service

Bureau of Indian Affairs

Bureau of Reclamation

None of the above

*

3

Are you applying for this position based on current eligibility under the GSA Career Transition Assistance Plan (CTAP)?

Yes

*

3.1

If you are applying for this position under the GSA Career Transition Assistance Plan (CTAP), select the choice(s) that apply:

I am an employee of the General Services Administration who has been declared surplus or displaced, AND I am requesting special selection priority under GSA`s Career Transition Assistance Plan.

I have served at or above the full performance level of the position (see vacancy announcement).

My position is in the same local commuting area as the vacancy (see vacancy announcement).

I do not meet all of the above requirements.

No

*

4

Are you applying for this position based on current eligibility under the Interagency Career Transition Assistance Plan (ICTAP)?

Yes

*

4.1

If you are applying for this position under the Interagency Career Transition Assistance Plan (ICTAP), select the choice(s) that apply:

I am an employee from another Federal agency and am eligible for selection preference under the Interagency Career Transition Assistance Plan (ICTAP) .

I have served at or above the full performance level of the position (see vacancy announcement).

The position from which I was displaced was in the same local commuting area as the vacancy (see vacancy announcement).

I do not meet all of the above requirements.

No

* 5 | Please check the statements that apply to you, relating to your eligibility for noncompetitive consideration for a full performance level GS-14 position.

I am currently at the GS-14 level on a permanent basis in the competitive service.

I have previously held the GS-14 level or higher on a permanent basis in the competitive service.

The full performance level of my current position (or another permanent position I have held in the competitive service) is GS-14 or higher.

I am applying under a special hiring authority other than the Veterans Employment Opportunity Act (VEOA).

None of the above apply to me.

* 6 | GSA's Associate Performance Plan and Appraisal System states that to be **promoted** within GSA, an employee's most recent rating of record must be at the Level 3 or higher. Which of the following best describes the rating you received on your most recent performance appraisal (rating of record)?

Level 2 or below

Level 3 or higher

I have not received a performance appraisal (rating of record) from GSA under the five-tier rating system

This position would not be a promotion as my current position is at the same or higher grade.

* 7 | Please list the date received, level of rating, and the name of the supervisor who issued the rating. If you have not received a rating, please provide the reason you have not received one. Your response will be limited to 1,000 characters which is approximately one-quarter typewritten page. (Maximum length of 1000 characters.)

* 8 | I certify that, to the best of my knowledge and belief, all of the information included in this questionnaire is true, correct, and provided in good faith. I understand that if I make an intentional false statement, or commit deception or fraud in this application and its supporting materials, or in any document or interview associated with the examination process, I may be fined or imprisoned (18 U.S.C. 1001), my eligibilities may be cancelled, I may be denied an appointment, or I may be removed and debarred from Federal service (5 CFR, Part 731). I understand that any information I give may be investigated. I understand that responding 'No' to this item will result in my not being considered for this position.

Yes, I certify that the information provided in this questionnaire is true, correct and provided in good faith, and I understand the information provided above.

No, I do not certify that the information provided in this questionnaire is true, correct and provided in good faith and/or understand the information provided above.

[VIEW VACANCY DETAILS](#)

Questions, Comments, or Feedback can be directed to GSAjobs@gsa.gov

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